

AC.4.4.1 Research Requiring Ethics Review

Schedule B: School Review Committees

The Research Ethics Board (REB) may create processes by which research conducted by students as part of their course work, where necessary, may be reviewed by specially-constituted school review committees (SRCs). The following minimal requirements must be met:

1. Each SRC shall be linked to the REB through at least one shared member who shall have formal authority from the REB to chair the school committee on its behalf.
2. Each SRC shall be composed of no fewer than five members, appointed by the dean of the originating school, four of whom shall be from the originating school and one of whom shall be from another school. All members shall be competent to judge the ethical acceptability of proposals and shall be knowledgeable about the standards and about the specific procedures of the school review board of which they are members.
3. The REB may establish the requirements for SRC membership.
4. A SRC shall review only minimal risk proposals. The REB shall develop and disseminate guidelines for identifying such proposals. All other proposals must be reviewed by the REB.
5. A SRC shall report to the REB through the shared member in a sufficient manner to certify that the SRC satisfactorily discharges its responsibilities.
6. Approval by a school review committee shall be deemed approval by the REB. Activities of a SRC shall be included in the REB reports to the vice president, academic.
7. Record keeping requirements for a SRC shall be the same as for the REB.
8. Scholarly review shall be a component of reviews conducted by school review committees where appropriate.
9. If a researcher believes that his or her proposal poses greater than minimal risk to participants, he or she may submit the proposal directly to the REB in order to conserve time during the review process.
10. School review should not be used for research in which a student is carrying out research that is part of a faculty member's own research program.